

PERFORMANCE WORK STATEMENT

Contract Number: EP-C-08-010
The Scientific Consulting Group, Inc. (SCG)
Work Assignment No. 02-28
Amendment No. 1

ISSUING OFFICE: U.S. Environmental Protection Agency, Office of Research and Development (ORD), IOAA

TITLE: Internal and External Communications Support for ORD

PERIOD OF PERFORMANCE: December 1, 2010 - November 30, 2011

WORK ASSIGNMENT COR: Ann Brown, ORD/ IOAA
4930 Page Road (E211L)
Research Triangle Park, NC 27711
919-541-7818
Brown.ann@epa.gov

ALTERNATE WA COR: Moira McGuinness, ORD/IOAA
1200 Pennsylvania Ave NW (Mail Code: 8101R)
Washington, D.C. 20460
202-564-1507

PROJECT OFFICER COR: Verla Sutton-Busby, ORD/IOAA
1200 Pennsylvania Avenue NW (Mail Code: 8102R)
Washington, D.C. 20460
Tel. #: 202-564-6808 / Fax #: 202-565-2910
sutton-busby.verla@epa.gov

The purpose of this Amendment is to add an Alternate Work Assignment COR and long distance travel information to Task 2 and Task 4. See added Travel information below.

Task Descriptions

Task 2: The Contractor shall develop social media products including podcasts and videos for use on the Web. These materials shall be prepared on an as-needed basis for a broad, non technical audience.

Task 4: The Contractor shall provide logistical and technical support for the planning and conducting of communications workshop for EPA staff and other meetings. The Contractor shall provide support for an upcoming Communications workshop tentatively scheduled for 2011.

Travel Information

Per the contract clause Local LC-31-08, Approval of Contractor Travel, any non-local travel directly chargeable to this work assignment shall be submitted and approved by the Project Officer prior to the travel. Contractor shall travel to the following locations for the activities described below. The travel dates will be provided via technical direction.

The Contractor shall:

- Provide two employees to travel to Cincinnati, Ohio, to do video shoot for two days per Task 2
- Provide two employees for onsite meeting support for the Communications workshop described in Task 4 for two days in Research Triangle Park, NC, and two days in Cincinnati, Ohio.
- Travel to Research Triangle Park, NC for a two-day video shoot per Task 2.